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CITY OF HOUSTON

Job Posting

Applications accepted from: ALL PERSONS INTERESTED

Job Classification
Posting Number
Department
Division
Section
Reporting Location

Workdays & Hours

PN# 102905
Public Works & Engineering Department
Public Utilities Division

Wastewater Operation and Water Production Branch

611 Walker*

Rotating Days/Shifts*

PLANT OPERATOR

*Subject to change

9 <u>DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS</u>

Monitors and maintains a wastewater treatment plant to comply with state and federal permits. Conducts field runs to utility districts to calculate and record daily usage. Performs preventive maintenance inspections (i.e, checks equipment, takes samples, adjusts operating parameters and visually inspects treatment processes). Ensures plant safety and sanitary requirements: washes down treatment processors; cleans clarifies, blower filers, rotor screens; maintains plant grounds (i.e. collecting litter). Maintains records and logs. Coordinates the delivery of support materials, information and personnel from other departments or agencies. Assists in providing tours. Communicates and coordinates work with other operators and support personnel by radio, telephone and telemetry equipment. May be required to the daily activities of a 24-hour control center or plant control room, with responsible of monitoring wastewater treatment and collection system's critical processes and to respond, notify, and dispatch operations and maintenance personnel to keep systems within the regulatory requirements of multiple systems. Performs other duties as requested.

10 WORKING CONDITIONS

This position involves considerable physical exertion, such as regular climbing of ladders, lifting of heavy objects (up to 80 pounds) on a highly frequent basis and/or assuming awkward positions for long periods of time. There are occasional exposures to significant levels of heat, cold, moisture and air pollution.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires a high school diploma or GED.

12 MINIMUM EXPERIENCE REQUIREMENTS

One (1) year of equipment maintenance or operation experience is required.

13 MINIMUM LICENSE REQUIREMENTS

Class "D" Wastewater Operator's certificate is required. Class "C" Wastewater Operator's certificate must be obtained one year after entry into this classification. Valid Texas Class C Driver's License and compliance with the City of Houston's policy on driving (AP2-2).

14 PREFERENCES

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Preference will be given to applicants with a valid Class "C" License from the Texas Commission of Environmental Quality. (TCEQ).

SELECTION/SKILLS TESTS REQUIRED None

However, the Department may administer a skill assessment evaluation.

16 SAFETY IMPACT POSITION ■ Yes No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

17 | SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

Salary Range - Pay Grade 11

\$755 - \$1,007 Biweekly \$19,630 - \$26,182 Annually

18 OPENING DATE February 9, 2005

19 CLOSING DATE Open Until Filled

20 APPLICATION PROCEDURES

Original applications and resumes only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, First Floor. Successful candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. The Human Resources Department TDD Phone Number is (713) 837-9496.

An equal opportunity employer